

Meeting Minutes
December 4, 2001, Conference Call
Philip Morris/Covance
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Participants

Philip Morris

Robin Kinser
Georg Schepers
Klaus von Holt

Covance

Mark Bentley
Mike Klawikowski
Jessie Nelson
Jill Schultz
Jason Walters

The following is a summary of the items discussed:

NNK Metabolites in Urine

Sample analysis is complete and data will be sent to CCLS by 12/14/01. R. Kinser asked if we were experiencing any losses and what type of tube is being used. M. Klawikowski indicated that there were no losses observed and we used polypropylene tubes.

Acetonitrile in Blood and Exhalate

AcN in Blood – Data have been peer reviewed and will be QA'd.

AcN in Exhalate – Sample analysis is in progress. The standard curve range was extended to accommodate high values from smokers.

ACTION: J. Eberhard to provide revised dates for sample analysis time line to J. Schultz (done).

Nicotine and Metabolites in Urine

Sample analysis is in progress but has been slow due to numerous illnesses. We are still on track to complete sample analysis by 12/21 as indicated on the timeline. M. Bentley indicated that a 1:5 dilution of the samples from smokers was being used. There are still a few samples that are over the curve.

Hemoglobin Adducts

Sample analysis is complete and data are expected to be sent to CCLS by 12/14/01. M. Bentley indicated that he could send R. Kinser tabulated data. R. Kinser will discuss with B. Nelson and will notify M. Bentley and J. Schultz if it is acceptable to send the data.

ACTION: R. Kinser to contact M. Bentley and J. Schultz regarding sending tabulated data.

11-dehydrothromboxane B₂ in Urine and 8-Epi-Prostaglandin F₂ Alpha in Urine

Sample analysis is complete and data were transferred to CCLS on 11/05/01.

Malondialdehyde in Plasma and Urine

Urine – Sample analysis is complete. Data were transferred to CCLS on 10/12/01.

Plasma – Sample analysis was expected to be completed by 12/07, but will not due to two failed batches. Sample analysis will be completed by 12/14/01.

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Caffeine and Metabolites in Urine

Sample analysis is completed and data will be sent to CCLS by 12/07/01. M. Klawikowski asked about the purchase of AFMU for the TES. Per the draft protocol summary for TES, genotyping may be done rather than phenotyping. Therefore the caffeine test would not be done and order of AMFU is not necessary

ACTION: S. Pochron, please note above.

Sample Analysis Time Line

R. Kinser asked that the sample analysis time line be updated and sent to her prior to an internal meeting on 12/05 at 1:00 pm ET.

ACTION: J. Schultz to update time line (done).

Next Meeting

Regular conference calls will no longer be necessary with the entire team. Calls will be held individually as needed to discuss data.